TOWN OF EDGEWOOD ORDINANCE NO. 2007-18

AN ORDINANCE GRANTING THE PETITION BY OWNERS OF A MAJORITY OF 5.007 ACRES OF TERRITORY CONTIGUOUS TO THE EASTERN BOUNDARY OF HIGHWAY 344 OF THE TOWN OF EDGEWOOD, NEW MEXICO TO ANNEX THE TERRITORY.

WHEREAS; THE TOWN OF EDGEWOOD granting the owners of a majority of 5.00 acres of territory contiguous to the current Eastern boundary of Edgewood 7 of the Town of Edgewood petition the Town to annex the territory; and

WHEREAS, the annexation petition delivered to the Town Clerk complies with the requirements of NMSA 1978, S3-7-17 (Repl. Pamp 1987) and was, prior to signature by petitioners, duly approved by the Town Clerk, pursuant to NMSA 1978, S3-1-5 (Repl. Pamp. 1987) and

WHEREAS, in particular, the annexation petition is accompanied by one map labeled Exhibits "A" showing respectively the external boundary of the territory proposed to be annexed and the relationship of such territory to the existing Town boundary; and

WHEREAS, the Governing Body of the Town of Edgewood has determined that the Town is capable of providing municipal services to the territory proposed to be annexed within a reasonable time and that the annexation is in the best interests of the Town as a whole.

BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF EDGEWOOD THAT:

The territory described and defined in the map attached hereto as Exhibits "A" is hereby annexed to the Town of Edgewood and is hereby made subject to all of the laws and ordinances, which shall now or hereafter apply to land within the Town limits. Further, the Council hereby directs the Town Clerk to file a copy of the map of the annexed territory in the office of the Clerk of Santa Fe County and of any other County in the event the annexed territory extends into another County and to send copies of the ordinance and of the maps of the territory so annexed to the Secretary of Finance and Administration and to the Secretary of Taxation and Revenue.

APPROVED, PASSED AND ADOPTED this 5th day of September 2007 at an open theeting held at the Edgewood Community Center, Town of Edgewood, New Mexico.

Administrator

Mayor Howard Calkins

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Clerk-Treasurer Jeff C

OUNTY OF SANTA FE TATE OF NEW MEXICO EDGEWOOD ORDINANCE

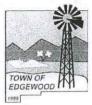
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Hereby Certify That This Instrument Was Filed for ecord On The 25TH Day Of September, A.D., 2007 at 15:46 nd Was Duly Recorded as Instrument # 1500877 f The Records Of Santa Fe County

William STATE

Eputy Cen Ly County Cle

Witness My Hand And Seal Of Office Valerie Espinoza County Clerk, Santa Fe, NM

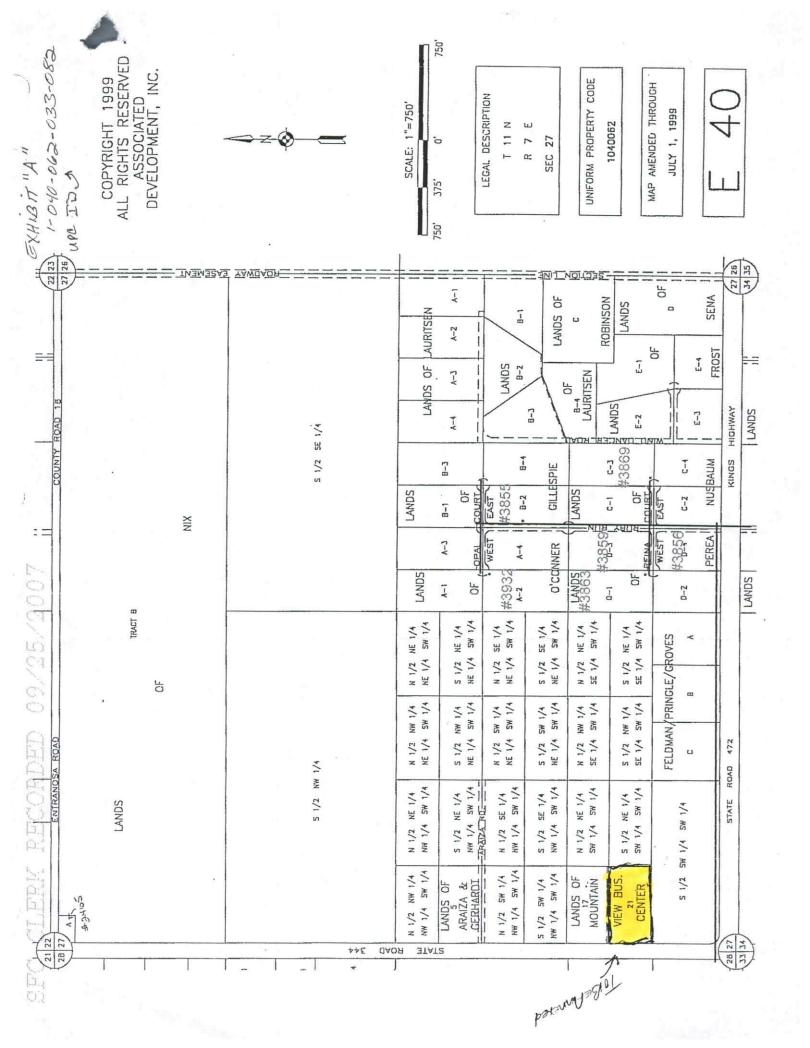


PETITION FOR ANNEXATION

PETITIONER(S): MARK 5. WAITE/ Grace Church TELEPHONE: 286-9010 (Attach proof of ownership: If not owner, must also provide notarized statement of authorization from owner.) 15 WINDSWEPT EDGEWOOD. LEGAL DESCRIPTION OF PROPERTY: (Attach additional sheets as necessary.) TRACT 21 LOCATED WITHIN SW 1/4 Section T. 11 N., N.M.P.M., in plat BOOK 3/2, PAGE 015, AS Document NO. 914,061 TOTAL ACREAGE OF PROPERTY: 5 REQUESTED ZONING DESIGNATION FOR PROPERTY: Conditional or Special use. (Please note that the final zoning designation by City Council may differ from the requested designation.) INSTRUCTIONS: Type or print clearly on this form and attach a map showing the external boundary of the territory proposed for ANNEXATION, and its relationship to the existing boundary of the TOWN of EDGEWOOD. Territory proposed for annexation must be contiguous to the existing limits of the TOWN. Pursuant to NMSA 1978, §3-7-17 the undersigned petitioners request that the Town of Edgewood, by ordinance, acres of territory contiguous to its current grant this petition and annex approximately 5 (FIVE) MORTHERM boundary Attached to this Petition as Exhibit "A", is a map showing the external boundaries of the territory proposed to be annexed and the relationship of this area to the existing Town boundaries and the second being a map showing the boundaries of the territory proposed to be annexed The undersigned petitioner owns a majority of the number of acres in the area proposed for annexation. **Print Name** Date Signature CHUNCH, A NOT FOR PROFIT CORPORATION **Print Name** Date Signature Owner(s) of approximately 5 acres in the area proposed for annexation. Any person knowingly providing or causing to be provided any false information on the petition, forging a signature or signing this petition knowing he or she is not an owner of real property within the territory proposed Pursuant to §3-1-5 NMSA 1978 (Repl. Ramp. 1987) the Town Clerk approves the form of this Petition. to be annexed is guilty of a fourth degree felony. reasurer of Edgewood, New Mexico

NOTE:

Although deemed effective at the time of filing with the County Clerk, annexations do not become complete until 30 days (thirty) after such filing, being subject to public appeal in District Court during said period.



Planning & Zoning Commission 6:00 pm. July 30, 2007 Edgewood Community Center, 27 E. Frontage Road

- 1. Call to order. The meeting was called to order at 6:00 pm, Commissioners, Fulwiler, Rea, Vogel and Wilhite were present. Commissioner Lowry and Chemistruck were absent.
- 2. Approve agenda. Commissioner Wilhite moved to approve the agenda; the motion was seconded and passed unanimously.
- 3. Approve minutes of 7/16/07. Commissioner Fulwiler moved to approve the minutes of 07/16/07 with the correction of adding the second to item 4 request of First Choice for preliminary subdivision; the motion was seconded and passed unanimously.
- 4. Covenant of Grace Annexation Zoning

Mark S. Waite for covenant of Grace Church has requested annexation of 5 acres north of Frost road for a church site. Attached were a site plan, and the location map showing the area on the east of State Road 344. Staff reported that the applicant has complied with all information requests and did not foresee any negative impacts from the development. Commissioner Wilhite move to recommend Special Use for the church site; the motion was seconded and passed unanimously.

- 5. Stone Mountain Estates Annexation Zoning. Ed Cardenas presented a modified concept plan which showed a border of 4 acre lots on the majority of the east of the subdivision proposal with property lines proposed to line up with the adjacent properties. Commissioners inquired as to the lack of buffering on the north, west, and southern parcels and Mr. Cardenas said he could work on that. Commissioners and adjoining residents expressed concern about the single point entrance proposed for such a rugged area and erosion caused by clearing for the road network, erosion and utility installation. Jeff Henders with the Vista Montana Homeowners association stated the association did not want to see the emergency gated access through their subdivision become an access point. The association would prefer home sites of similar design along their backyard area preferably Residential Estates (minimum 5 acre). Commissioner Wilhite moved to table the zoning request to allow the developer to work on a different character for the adjoining lots; the motion was seconded and passed unanimously.
- 6. Impact Fee Study. Cheryl Huston joined the commissioners as a member appointed by the council for the impact fee committee member. The members requested further clarification on the following:

What happens if a change of occupancy occurs will the owner pay an upgrade for the impact?

Can wastewater fees be based on the use of the business instead of the meter size or any other category of use?

Will homes in areas other then the proposed wastewater corridor pay an impact fee and if so will this pass the nexus test for reasonableness?

If someone has already built and ties on will they pay an impact fee?

Staff will forward the questions to the consultant and get back to the members next Monday.

- 7. Findings of Fact=request to rezone property from Residential one acre to C-1 commercial and Residential Multi-Use. Commissioner Fulwiler moved to approve the findings of fact; the motion was seconded and passed unanimously.
- 8. Commissioner Vogel moved to adjourn; the motion was seconded and approved unanimously. The meeting adjourned at 7:45 p.m.

Del Rea. Chairman

MINUTES TOWN OF EDGEWOOD

REGULAR COUNCIL MEETING - SEPTEMBER 5, 2007 @ 6:30 P.M. EDGEWOOD COMMUNITY CENTER (27 E. Frontage Road)

Please Silence All Electronic Devices

1. CALL TO ORDER.

Mayor Calkins called the Meeting to order at 6:30 P.M. All Councilors were present.

Also present were Mr. Jeff Condrey, Town Administrator Clerk-Treasurer, Mr. Marcus Rael, Town Attorney, Ms. Karen Mahalick, Community Planning & Development Manager.

2. PLEDGE OF ALLEGIANCE.

3. APPROVAL OF AGENDA.

Councilor Hill made a motion to approve the Agenda as presented. Councilor Felton seconded the motion.

Councilor Felton inquired about Item 7-F and procedure for the item being tabled to which Ms. Mahalick stated she would request this item be tabled and it has been noticed. He also stated item 11-Q, the attachment was received tonight and has not been reviewed by the Council previously.

Councilor Ring voted aye. Councilor Hill voted aye. Councilor Felton voted aye. Councilor Simmons voted ave. The motion carried.

4. APPROVAL OF PREVIOUS MINUTES.

A. Regular Council Meeting Minutes of August 15, 2007. Councilor Ring made a motion to approve the Minutes as presented with the language changes discussed and reviewed. Councilor Felton seconded the Agenda.

Councilor Simmons voted aye. Councilor Felton voted aye. Councilor Hill voted aye. Councilor Ring voted aye. The motion carried.

5. CONSENT AGENDA.

- B. Acknowledge receipt of the Planning & Zoning Commission Meeting Minutes of August 6, 2007 and Commission Meeting Minutes of August 20, 2007.
- C. Acknowledge receipt of the Parks & Recreation Advisory Committee Meeting Minutes of July 30, 2007.

Councilor Ring made a motion to approve the Consent Agenda as presented. Councilor Simmons seconded the motion.

Councilor Felton inquired on receiving the Parks and Recreation Meeting Minutes
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so late in the past. The Agenda states the Minutes are from July 30th and the packet contains Minutes of June 30, 2007. Mr. Condrey stated there was some problem in the past and a Committee member volunteered to do the Minutes. There was discussion on the Deputy Clerk preparing the Minutes.

Councilor Simmons voted aye. Councilor Felton voted aye. Councilor Hill voted aye. Councilor Ring voted aye. The motion carried.

6. NEW MEXICO DEPARTMENT OF TRANSPORTATION.

D. Ms. Karen Lujan, Public Information Officer, will present the Town of Edgewood with a check for the Municipal Arterial Project (MAP).

Ms. Lujan was not present. Mr. Phil Gallegos was present and presented the Town of Edgewood with a check in the amount of \$100,000.00 for improvements to Frost Road.

- 7. PUBLIC HEARINGS. (Limit to 5 minutes per individual)
 Certification that Public Notice of this Meeting has been posted as required:
 This item was posted as required.
 - E. Amending the Personnel Ordinance regarding Probationary Period.

Ms. Mahalick reviewed the print out and stated the Town employees will have a six month probationary period and the Police Department shall have a one year probationary period.

Councilor Ring made a motion to approve the amendment to the Ordinance. Councilor Felton seconded the motion.

Councilor Ring voted aye. Councilor Hill voted aye. Councilor Felton voted aye. Councilor Simmons voted aye. The motion carried.

Certification that Public Notice of this Meeting has been posted as required: This item was posted as required.

These cases are being heard under provisions required by the New Mexico Court of Appeals intended to protect the rights of all parties to the proceedings. Requirements include the identification of all parties and their witnesses and the swearing in of all parties giving testimony. The affected parties will have the right to cross-examine persons giving testimony.

Certification of no conflict of interest or ex-parte: Noted.

Councilor Simmons stated she had no conflict of interest or ex-parte communication. Councilor Felton stated he had no conflict of interest or ex-parte communication. Councilor Hill stated he had no conflict of interest or ex-parte communication. Councilor Ring stated he had no conflict of interest or ex-parte communication.

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Vista Road, Edgewood, New Mexico.

Ms. Mahalick stated the applicant and the consultant have worked together on this request for relief for five different conditions and the consultants have complied with the Wireless Telecom Ordinance.

Mr. Tappan Mahoney, Dennis Engineering, is working with water company on a project and asked for clarification that the water company is involved and is aware, as they have plans to build a water tank in the next 90 days.

Councilor Ring made a motion to approve the addition of the camouflaged antenna array. Councilor Felton seconded the motion.

Councilor Simmons voted aye. Councilor Felton voted aye. Councilor Hill voted aye. Councilor Ring voted aye. The motion carried.

8. MATTERS FROM THE ATTORNEY.

J. Memorandum of Understanding to establish public trails within Campbell Ranch update.

Mr. Rael stated he has not received the most updated version of the Memorandum and requested this item be tabled until he has had the chance to review this. It is currently with the Bernalillo County legal team.

Councilor Ring made a motion to table this item. Councilor Simmons seconded the motion.

Councilor Simmons voted aye. Councilor Felton voted aye. Councilor Hill voted aye. Councilor Ring voted aye. The motion carried.

K. COLPAC – Potential Conflict of Interest.

Mr. Rael he had not received the correct documentation as requested. He requested this item be tabled.

Councilor Felton made a motion to table this item. Councilor Simmons seconded the motion.

Councilor Ring voted aye. Councilor Hill voted aye. Councilor Felton voted aye. Councilor Simmons voted aye. The motion carried.

9. MATTERS FROM THE MAYOR-Literacy Day Proclamation

Mayor Calkins stated the Town was asked to approve this proclamation and the program teaches English and Spanish, which is now being done in Moriarty. The group will use the Library.

Councilor Hill made a motion to approve the Proclamation "Literacy Day". Councilor Simmons seconded the motion.

Councilor Ring voted aye. Councilor Hill voted aye. Councilor Felton voted aye. Councilor Simmons voted aye. The motion carried.

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F. Annexation Request for 685 acres located adjacent to the eastern boundary of the Town of Edgewood with requested zoning mixed use and commercial zoning. **TABLED.**

Ms. Mahalick stated the application has requested this item be tabled until the next meeting.

Councilor Hill made a motion to table this item. Councilor Ring seconded the motion.

Councilor Simmons voted aye. Councilor Felton voted aye. Councilor Hill voted aye. Councilor Ring voted aye. The motion carried.

G. Annexation Request for 5 acres, located adjacent to Highway 344 north of Frost Highway.

Ms. Mahalick and residents wishing to address this item were sworn in at this time.

Ms. Mahalick stated the property is adjacent to the Town boundaries, and is a church group who has met all the requirements of the Ordinance. The Planning Commission recommended Special Use zoning.

Ms. Cindy Wade stated she is a part of the Covenant of Grace Church group and is requesting zoning and annexation.

Mr. Ben Archuleta is also a part of the Church group and the contractor for the church building and stated he looks forward to being a part of the community in Edgewood.

Councilor Felton inquired on how large the congregation which is 49 children and 20 adults. They presently meet at Route 66 Elementary School.

Councilor Simmons made a motion to accept this annexation and the requested zoning which is Conditional/Special Use. Councilor Ring seconded the motion.

Councilor Ring voted aye. Councilor Hill voted aye. Councilor Felton voted aye. Councilor Simmons voted aye. The motion carried.

H. An Ordinance amending the zoning map for the Town of Edgewood. Ms. Mahalick stated this would amend the map to include this annexations and Special Use zone.

Councilor Hill made a motion to amend the zoning map to include the annexation and Special Use zone. Councilor Simmons seconded the motion.

Councilor Ring voted aye. Councilor Hill voted aye. Councilor Felton voted aye. Councilor Simmons voted aye. The motion carried.

I. A request from Verizon for the addition of a camouflaged antenna array addition to the present water tower location cell tower located at 23 Bella Page 3 of 9 September 5, 2007

L. Approval to hire Parks & Recreation Director.

Mr. Condrey stated three applications were received, one which did not meet the minimum requirements. Mayor Calkins and he interviewed the candidates and unanimously agreed Mr. Roger Holden was qualified for the position.

Councilor Felton inquired where this position was advertised, to which Mr. Condrey stated on the Town's website and the local newspapers. Councilor Felton asked if this was advertised in the Albuquerque Journal to which Mr. Condrey stated no. Councilor Felton asked if consideration was given to changing the recruiting plan or broadening the search in some way. Mr. Condrey stated based on the direction of the Council to fill the position as soon as possible. they moved forward and knew Mr. Holden and his experience. The other candidate was an interesting candidate as well, mostly large government experience and not familiar with the specifics and history of the Parks and Recreation of Edgewood. Councilor Felton stated the last time the position was advertised the response was a bit brisker and is not sure what was done differently, it could have been the timing.

Councilor Simmons made a motion to approve the hiring of Roger Holden as the Parks and Recreation Director. Councilor Hill seconded the motion.

Ms. Mahalick requested the Council read into the record the pay grade for official documentation.

Councilor Simmons amended her motion to include the start date of Friday, September 7, 2007, pay rate Grade 39, Step 12 of \$17.27 per hour. Councilor Hill seconded the motion.

Councilor Ring voted aye. Councilor Hill voted aye. Councilor Felton voted aye. Councilor Simmons voted aye. The motion carried.

Mr. Holden stated he looked forward to working with the Town.

10. MATTERS FROM THE COUNCILORS and/or ANNOUNCEMENTS.

M. Discussion of salary for Librarian by Councilor Ring and Councilor Hill. Councilor Ring stated it has been several years the Town has had a library and staffed by dedicated volunteers. The Librarian is qualified with a Librarian II certificate and currently is drawing social security and recommends providing another \$12,000.00 to the Library. They can contract with her and the Town would not be involved with the IRS or Social Security Departments. The Library could work out the details and the disbursements along with Mr. Condrey. The Librarian is Ms. Carol Ann Bowman. Councilor Hill reiterated Councilor Ring's statement and this would be an increase to the Library funds and they would work out the details.

Councilor Simmons made a motion to establish a salary for the Librarian. Motion withdrawn. Councilor Hill stated this is not a salary but an increase in funding to the Library. Mr. Rael stated this item is listed as a discussion item and not an Page 5 of 9

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action item, and will need to be listed on a future Agenda for action. Councilor Hill clarified the intent not as a salary but an increase to the Library funding. Mr. Rael stated this would be listed as a Budget Amendment on the Agenda. Councilor Felton stated the current budget has the funds. Mr. Condrey requested of the Council to have Mr. Rael to prepare an agreement between the Town and the Library, as done with the Chamber of Commerce in order to have documentation as to the services being provided in exchange for public funds with no mention of salary. The Town currently provides \$900.00 per month and would increase by \$12,000 per year. Mr. Rael asked if the Librarian would be a Town employee, to which Mr. Condrey stated no.

Councilor Simmons commented on the Annual New Mexico Municipal League Conference, the speakers and overall conference attendance. Mayor Calkins stated a lot of information was received at the conference. Councilor Hill also commented on the Conference.

Councilor Ring stated a Spagetti Dinner will be held at the East Mountain Grill to benefit the Cox family on September 17, 2007. the proceeds will go to the family.

Councilor Ring stated the Attorney Generals Office will be conducting an Inspections of Public Records and Open Meeting Act workshop in Moriarty, NM on September 12, 2007 from 10:00 A.M. to 1:00 P.M.

Councilor Ring stated the Senate passed Senate Bill 1877 adopted July 25, 2007 provides for a change in the U.S. Flag Code. He stated Active Duty Military and Veterans in civilian attire may salute the flag and read the details as to when this would be appropriate.

11. MATTERS FROM THE ADMINISTRATOR.

FINANCE AND ADMINISTRATION.

N. Review and approval for the Final Budget for the 2007-08 Fiscal Year. Mr. Condrey reviewed the letter from the Department of Finance and Administration on the 2007-08 Budget.

Councilor Felton made a motion to approve the Final Budget as presented. Councilor Simmons seconded the motion.

Councilor Ring voted aye. Councilor Hill voted aye. Councilor Felton voted aye. Councilor Simmons voted aye. The motion carried.

O. Road Department – Request to re-classify Dewayne Cole from Equipment Operator to Heavy Equipment Operator.

Mr. Condrey reviewed the letter to re-classify Mr. Cole. Mayor Calkins stated he recommends Mr. Cole to be re-classified. The increase would be to Heavy Equipment Operator as a Grade 41, Step 4.

Councilor Ring made a motion to re-classify Mr. Cole from Equipment Operator
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to Heavy-Equipment Operator. Councilor Felton seconded the motion. Councilor Simmons voted aye. Councilor Felton voted aye. Councilor Hill voted aye. Councilor Ring voted aye. The motion carried.

P. Authorization to pay per diem to the Library Director for attending the NMML Conference in Las Cruces, N.M.

Mr. Condrey stated Ms. Bowman attended the conference and her fees totaled \$328.14 for reimbursement. He stated the agreement discussed earlier with the Library will include pre-approval for any trips.

Councilor Felton asked if this would problematic to reimburse someone who is not a Town employee. Mr. Rael stated the State Perdiem Regulations allows the Town to reimburse a volunteer as long as it is for Municipal purposes and all receipts be submitted.

Councilor Ring made a motion to approve reimbursement for the Library Director. Councilor Felton seconded the motion.

Councilor Ring voted aye. Councilor Hill voted aye. Councilor Felton voted aye. Councilor Simmons voted aye. The motion carried.

Councilor Hill stated he would like to announce Councilor Ring being elected as Director at Large for the Municipal League Board. He is one of three elected as Director at Large and this is an honor for our municipality.

Ms. Carol Bowman thanked the Mayor and Council for consideration to the Library.

PARKS AND RECREATION ADVISORY COMMITTEE.

Q. Mr. Roger Alink will report on the Bluegrass Festival. This item was tabled.

COMMUNITY PLANNING & DEVELOPMENT.

R. Award of the Plaza Loop Project.

Ms. Mahalick stated bids were opened today. Mr. Tappan Mahoney, Dennis Engineering reviewed the bids received as follows:

Star Paving Company \$529,768.98

Mountain States Construction \$627,736.90

A.S. Horner \$ 631,446.73

Engineer's Opinion of probable Construction Costs did not include opinion of cost from the design firm. Mr. Tappan recommends the Town award the project for all work outlined to Star Paving Company. The revised budget is \$612,861.01 which includes a 5% contingency amount as reviewed. All contract documents will be executed at the preconstruction conference. The project is scheduled for the end of September as a start date. A Budget Resolution to be presented.

Councilor Ring made a motion to approve Star Paving Company with the conditions stated. Councilor Hill seconded the motion.

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Councilor Simmons voted aye. Councilor Felton voted ave. Councilor Hill voted aye. Councilor Ring voted aye. The motion carried.

AT THIS TIME PUBLIC COMMENTS WERE HEARD.

Ms. Sue West addressed COW Awards and last year the attendance doubled, they did not have enough space and not enough food. The Edgewood Middle School will be used this year. The Council has given \$300.00 for this event and the Chamber of Commerce donates \$100.00 for the facility and the Mountain View Telegraph donates the advertisements for free. This year Steve Stucker will host the event and at this time they are asking the Town Council to donate an additional \$500.00 for the COW Awards, as this is a Town event.

Ms. Carol Ring reminded everyone to think of groups for nominations. The event is scheduled for February 22, 2008.

S. BBC Research & Consulting update and presentation on the Town of Edgewood Impact Fee Study.

Ms. Mahalick stated the consultants are present to update and answer any questions.

Mr. Thomas Pippin and Mr. Scott Kitchens reviewed their report for wastewater and roads impact fees. The four steps were outlined for the studies are: 1. Advisory committee review. 2. Public hearing on land use. 3. Public hearing on capital plans. 4. Adoption of an ordinance.

The Council reviewed the draft report and data presented along with the wastewater collection system corridor.

12. RESOLUTIONS.

T. Resolution No. 2007-29. Single Point of Contact with Architects on the East Mountain Regional Animal Care Facility.

Councilor Felton made a motion to approve Resolution No. 2007-29. Councilor Simmons seconded the motion.

Councilor Ring voted aye. Councilor Hill voted aye. Councilor Felton voted aye. Councilor Simmons voted aye. The motion carried.

13. STATE POLICE REPORT - Sgt. Florian Chavez.

Sgt. Chavez stated they are busy preparing for the State Fair and have concentrated on the construction site. The public is becoming aware of their new office location.

14. ANNOUNCEMENTS, CALENDAR REVIEW and FUTURE AGENDA ITEMS.

U. A Workshop is scheduled with the Council and Planning & Zoning Commission on Wednesday, September 12, 2007 @ 6:30 P.M.

V./The next Regular Council Meeting is scheduled for September 19, 2007. Page 8 of 9

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15. PUBLIC COMMENTS. (Limit to 2 minutes per person)

16. ADJOURN.

Councilor Simmons made a motion to adjourn the Meeting. Councilor Felton seconded the motion.

Councilor Ring voted aye. Councilor Hill voted aye. Councilor Felton voted aye. Councilor Simmons voted aye. The motion carried.

Mayor Calkins adjourned the Meeting at 8:00 P.M.

P.S. Mayor's Quote for this Meeting:

I have found that if you love life, life will love you back.
Arthur Rubinstein (1887-1982) Musician

Honorable Howard Calkins, Mayor

ATTEST:

Jeff Condress, Administrator Clerk-Treasurer